

VDFR 600-10 Appendix O

Reserves

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1. Purpose and Administrative.

a. Purpose. This **VDF Regulation (VDFR) 600-10, Appendix (APDX) O** addresses the VDF Reserves policy and practices.

b. Replacement. This regulation cancels and replaces VDFR 140-1, “VDF Reserve,” dated FEB 2017.

c. Proponent. The joint proponents for regulation are the VDF Assistant Chief of Staff for Personnel and Administration (G1), Commander VDF Support Operations Group (SOG), and Officer-in-Charge (OIC) of the Individual Ready Reserve (IRR). The proponents may recommend to the Commanding General (CG) exceptions to this regulation, so long as the exceptions are consistent with controlling law and good order.

2. Responsibilities.

a. Active Detachment. The VDF Active Detachment (ACTDET) issues orders relevant to this regulation upon CG’s authority, and SOG or G1 request, and reflect resulting changes in the Manning Table of Organization (MTO).

b. Assistant Chief of Staff for Personnel and Administration. The G1 will ensure with the SOG and IRR that movements to and from the Active Reserve and IRR are properly executed.

c. SOG Commander (Cdr) and IRR OIC. The SOG Cdr and IRR OIC will ensure the ACTDET and G1 have via the VDF Action Request (VAR) system and Form 3R (see **VDFR 600-10 APDX D, “Administration and Correspondence Standard Operating Procedures”**) accurate reflection of Reserve member in the MTO. The IRR OIC will further ensure the IRR members maintain accurate recall information and perform their minimum annual training in accordance with (IAW) the below requirements.

3. Policy. The Virginia Defense Force Reserve is titled the “Individual Ready Reserve and as discussed below state statute further describes a “Virginia Unorganized Militia.” The IRR has its own way of contributing to the successful completion of the overall VDF mission. Personnel

assigned to the IRR must fulfill all administrative and training requirements IAW the below requirements in order to remain in the VDF.

4. VDF Tactical Reserve: Individual Ready Reserve. The IRR component is composed of personnel who are unable to actively participate in monthly drills, but are able to participate in periodic Unit Training Assemblies (UTAs) and Multiple-day UTAs (/MUTAs) training, project support, etc., until their personal time restrictions mitigate, and they are able to return to active status. The IRR provides a temporary reduced requirements haven for members, while providing VDF active leaders with a pool of talent to leverage for support. Individuals unable to attend UTAs regularly may request transfer by orders from their active duty MTO line number to the IRR, and orders to an active unit when their ability to participate improves. While in IRR, the following guidelines must be followed:

a. IRR members must remain available for SAD.

b. IRR members must attend during the calendar year at least one UTA, MUTA, other organized activity, or be on SAD. Service requirements may be satisfied if an IRR member performs documented, significant special project work for at least eight hours.

(1) IRR members may select their own day or more of service, but must contact the IRR OIC, Deputy OIC, or Staff Non-Commissioned OIC to schedule the date(s).

(2) IRR leadership will offer IRR members service opportunities to choose from, providing specific service dates or projects – and arrange orders as needed. Failure to attend one of these activities during the calendar year shall be sufficient grounds for discharge from the VDF.

c. Ensure the IRR leadership has a current mailing address, physical home address (if different from their mailing address), at least one telephone number, and an email address, and the name, address and contact information of their next of kin or other emergency contact person.

d. Advise of any physical limitations that would prevent him/her from meeting VDF physical or mental standards.

e. Promptly (within 24 hours) complete and return any military correspondence, including e-mails or other form of electronic communications from the VDF.

f. Keeping minimum service requirements in mind, and having agreed to a duty assignment, report for duty when directed by the proper authority.

g. Maintain uniforms, abide by current VDF uniform regulations, and not wear the uniform unless on VDF orders authorizing its wear.

h. Maintain standards of conduct; i.e., convictions of serious misdemeanors, felonies, or involvement with civil authorities which might reflect poorly on the VDF must be reported immediately upon the event happening, to the IRR leadership. Criminal offenses can lead to administrative separation.

5. VDF Strategic Reserve: Virginia Unorganized Militia. Code of Virginia Title 44 states:

§ 44-1. Composition of militia.

The militia of the Commonwealth of Virginia shall consist of all able-bodied residents of the Commonwealth who are citizens of the United States and all other able-bodied persons resident in the Commonwealth who have declared their intention to become citizens of the United States, who are at least 16 years of age and, except as hereinafter provided, not more than 55 years of age. The militia shall be divided into three classes: the National Guard, which includes the Army National Guard and the Air National Guard; the Virginia Defense Force; and the unorganized militia.

§ 44-4. Composition of unorganized militia.

The unorganized militia shall consist of all able-bodied persons as set out in § [44-1](#), except such as may be included in §§ [44-2](#) and [44-54.6](#) and except such as may be exempted as hereinafter provided.

§ 44-54.4. Organization; definitions.

The Virginia Defense Force with a targeted membership of at least 1,200 shall be organized within and subject to the control of the Department of Military Affairs. When called to state active duty, the mission of the Virginia Defense Force shall be to (i) provide for an adequately trained organized reserve militia to assume control of Virginia National Guard facilities and to secure any federal and state property left in place in the event of the mobilization of the Virginia National Guard, (ii) assist in the mobilization of the Virginia National Guard, (iii) support the Virginia National Guard in providing family assistance to military dependents

§ 44-54.6. Members, appointment and enlistment.

2. Such persons of the unorganized militia who may be drafted to fill the force structure of the Virginia Defense Force or who may be ordered out for active duty until released from such service.

a. The VDF G3 and Support Operations Group will jointly develop, in coordination with the Department of Military Affairs designated personnel, a plan to train unorganized militia members in accordance with the Recruit Sustainment Program and Initial Entry Training standards, and whatever additional skills the Adjutant General (TAG)/Department of Military Affairs (DMA) designate as needed to backfill performance gaps caused by National Guard mobilization and deployment – and resulting activation of unorganized militia members.

b. The plans will be reduced to an unnumbered Operations Plan, with appropriate Annexes and Appendixes per the VDFR Operations and Training Standard Operating Procedures.

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